EXPANDED ADEPT CALENDAR

Date	Key Milestones and Progress Monitoring
April through June	• Check to ensure enough evaluators are SCTS 4.0 certified • Schedule additional SCTS evaluator trainings at the district level to ensure availability of evaluators for next school year • Review implementation feedback and complete ADEPT Plan for next year
July through September	• Conduct district-wide evaluator training, orientation, and review of SCLead.org functionality and requirements • Conduct district-wide evaluation orientation for educators including review of SCLead.org functionality and requirements • Confirm evaluation teams are set by district or school-level personnel • Confirm initial settings data (e.g., current year's contract level and evaluation type) in SCLead.org • Monitor principal/teachers signatures for SLO completion • Confirm all teams have scheduled announced preliminary evaluation cycle observations
Mid-October through January	• Confirm that Preliminary evaluation cycle pre-conference(s), observation(s) and post-conferences (s) occur at school-level. The minimum number of required observations is defined by contract level. • Conduct SCTS evaluator trainings at the district level, as needed • Conduct evaluation orientation and training on SCLead.org functionality and requirements for new hires, as needed. NOTE: The PCS window usually closes in early November. At this point, any new hires have to be manually added in SCLead.org using the "Add Educator Feature" in SCLead.org.
February through April	• Initial data entry of contract levels for current academic year ends (Feb 15) in SCLead.org. • Confirm all data for fully certified Induction 1 teachers (February Induction count for ADEPT funding) • Final evaluation cycle pre-conference(s) and observation(s) occur • Evaluators submit evaluation results in SCLead.org • Districts issue contract notification by April 30
May through June	• All districts must enter or confirm current year's evaluation results and next year's contract and evaluation type • Districts confirm educators who have had two unsuccessful Annual Summative evaluations for ADEPT sanction letters • Last day to submit End-of-Year evaluation data in SCLead.org (June 20)